

file DCI
MEMORANDUM FOR: Mr. Proctor

FYI

OK
This one appears to have fallen between two or more stools. You raised it at the end of the 12 November Executive Council meeting, whereupon the meeting disbanded with everybody assuming someone else had the action. [redacted] is now seized with the problem and will produce the report ASAP.

10 January 1975
(DATE)

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

(47)

file DCI
MEMORANDUM FOR: Mr. Proctor (info Mr. Walsh)
have a copy

The Director wants your "personal" help in fighting inflation.

Suggest raising this at Tuesday's Exec. Council.

Done
12 Nov 1974

Yes
[redacted]
9 Nov 74
(DATE)

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

(47)

8 November 1974

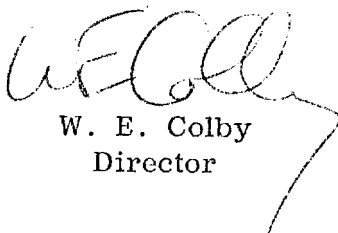
MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Deputy to the DCI for the Intelligence Community
Deputy to the DCI for National Intelligence Officers
General Counsel
Legislative Counsel
Inspector General
Comptroller

SUBJECT : Fighting Inflation

1. I have tasked the DD/A with instituting a multi-faceted program to help fight inflation and reduce daily operating costs within the Agency. Several steps have already been taken to reduce costs while at the same time maintaining acceptable levels of service. Some of these reductions have come about as a result of GSA direction; others we have instituted on our own. Actions taken have been applied particularly to those commodity areas which have been most volatile in price increases, including areas of fuel and energy conservation. In addition, actions have been initiated to conserve paper and to reduce our expenditures for copying and duplicating machines.

2. Inflation is an all pervasive item which cannot be fought on only one front nor can it involve the efforts of only one directorate. What is needed now is a re-examination of our management practices to encourage, by direction and example, changes in day-to-day activity which will lead to operating savings.

3. I ask that each of you engage yourself personally in this fight against inflation and report back to me by the conclusion of 1974 the actions you have taken and the results. I propose to establish an interchange of ideas as the result of the reports received in December 1974 to enhance the activities of the total Agency in this regard.


W. E. Colby
Director